



COUNCIL MEETING

Parish Councillors are summoned to attend the meeting of Purton Parish Council to be held at the Village Hall, Station Road, Purton on **Monday 12th February 2018, commencing at 7.00 p.m.**

Wednesday 7th February 2018

Signed : Clerk to the Council
Deborah Lawrence

Members are reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, age and any disability), Crime and Disorder, Health and Safety and Human Rights.

Public Questions Time - *Members of the public are permitted to speak and ask questions during public question time. There is a limit of three minutes speaking time per person. Council is not required to give an immediate answer to a question or debate it at the meeting. Once Public Question Time is over and the Council/Committee has started the main meeting members of the public are welcome to remain for the duration of the meeting but may not participate further. There are occasions however when the public and press maybe excluded from a meeting due to the nature of the business to be discussed.*

All mobiles phones to be on silent or switched off during meetings and not to be used unless in an emergency.

AGENDA

1. APOLOGIES FOR ABSENCE

To receive and accept apologies for absence.

2. DECLARATION OF INTERESTS

Members are reminded of their responsibility to declare any disclosable pecuniary interest which they may have in any item of business on the agenda no later than when that item is reached. Unless dispensation has been granted, you may not participate in any discussion of, or vote on, or discharge any function related to any matter in which you have a pecuniary interest as defined by regulations made by the Secretary of State under the Localism Act 2011. You must withdraw from the room when the meeting discusses and votes on the matter.

3. DISPENSATION REQUEST

To receive and consider any request from a councillor for dispensation.

4. MINUTES OF PREVIOUS MEETING

To receive and approve the minutes of the meeting of the Council held on Monday 8th January 2018 and sign as a true record. **ATTACHED**

To ratify the following minutes :-

Play Area Meeting

Wednesday 24th January 2018 **ATTACHED**

Planning Meeting

Monday 15th January 2018 **ATTACHED**



PURTON PARISH COUNCIL

5. PUBLIC QUESTION TIME

Members of the public are invited to make representations to Purton Parish Council on any matters relating to the work of the Council. (Public Bodies admission to meetings) Act 1960.

5. UNITARY COUNCILLORS REPORT

Verbal update at the meeting.

6. FINANCE

a) To receive and approve the income and expenditure sheets for January 2018. **ATTACHED**

b) To agree to a transfer of £15000 from our Nationwide Account to meet the Councils expenditure.

c) Council Bank Reconciliation

| As at 31st January 2018 | Current | Business | Fixed Term | Total |
|--------------------------------|-------------------|--------------------|-------------------|--------------------|
| | Account | Saver | Deposit | |
| | Account | Account | | |
| Balance per Bank Statement | £20,941.99 | £198,229.98 | £80,000.00 | £299,171.97 |
| | | | | |
| <i>Less unpresented items</i> | £ - | £ - | | £ - |
| | | | | |
| Balance per Cash Book | £20,941.99 | £198,229.98 | £80,000.00 | £299,171.97 |

7. AREA BOARD –

For information – Verbal update from meeting held on Wednesday 10th January 2018 by Chairman Ray Thomas.

8. CCTV – Village Centre

Clerk and Chairman to give a verbal update at the meeting.

9. PURTON A DEMENTIA FRIENDLY COMMUNITY

a) Clerks verbal update on where we are so to-date.

b) Request from the RWB&C Area Board to hold the Dementia Action Week in Purton – May 21st from 11am to 1pm. Council to consider and approve request to hold in the Village Hall. **ATTACHED**

c) Annual Parish Council meeting – Monday 9th April 2018 – For information the Clerk has contacted various health bodies to present at the meeting including a Dementia Friends Session to encourage all those attending the meeting to become a Dementia Friend.

10. NEIGHBOURHOOD PLAN

a) Cricklade Neighbourhood Plan – Decision Statement Addendum for information **ATTACHED**

b) Verbal update from, Chairman of Council Ray Thomas on Purton Parish Councils Neighbourhood Plan, Consultation Regulation 16.

11. OPERATIONAL FLOOD WORKING GROUP (OFWG)

a) Council to consider the minutes of the OFWG meeting held on 15th November 2017, minute referenced “Purton” requesting engagement with the Parish Council. **ATTACHED**

b) Flood Warden Newsletter **ATTACHED**

c) Council to consider new representative.



12. WALC – Data Protection Seminar

Following a presentation and seminar at Warminster run by WALC, the Clerk will give a verbal report. Council to consider recommendation by Clerk to contract an outside Data Protection Officer as the Clerk cannot take this lead. **ATTACHED**

13. RIGHTS OF WAY AND OPEN SPACES

- a) Informal Rights of Way report for Noting. **ATTACHED**
- b) Definite Footpath 161 – following residents requests regarding diversion of the definite route to map the well trodden root – response from Wiltshire Council for consideration Attached, Clerk to give verbal update. **ATTACHED**

14. PURTON CRICKET CLUB

Verbal update from Chairman of Council, Ray Thomas following a meeting with the cricket club.

15. LITTER AND DOG WASTE BINS

- a) Council to consider a request from St Marys School to pay for the installation of a dog bin along the pathway next to the school. The School has agreed to empty if we pay the cost of installing. Information **ATTACHED**
- b) For information – Deputy Clerk will work with Wiltshire Council to move bin locations – project allocation now back in house.

16. PLANNING AND HIGHWAYS

- a) Old St Marys School development - CIL contribution. Council to consider the usage of these funds. **ATTACHED**
- b) (CATG) Community Area Transport Group – Issue No 4458 – Council to consider funding 50% of the cost of future proposed traffic calming measures at Widham. Approximately costs £7500. Referral from Planning meeting held on Monday 1st January 2018. Chairman of Council to give a verbal update.
- c) Council to consider a request from Wiltshire Councillor Jacqui Lay to meet with Bill Parks, from Wiltshire Council Highways to discuss matters pertinent to Purton and constraints on budgets. **ATTACHED**
- d) Village Centre Entrance Gates – at a request by Councillor Neil Hooper, a report on costings regarding entrance gates. Council to consider information. **ATTACHED**
- e) Highways Act 1980 Section 116 Application – proposed stopping up of highway rights –Mud Lane, Purton. For information. **ATTACHED**

17. POLICIES FOR CONSIDERATION AND ADOPTION

Council to consider adoption of the following policies :-

- a) Pursuing non payments of debt policy
- b) Children, Youth Persons and Vulnerable Adults Protection Policy
- c) Alcohol and Drug Misuse Policy
- d) Whistle Blowing Policy



18. CHRISTMAS DECORATIONS WORKING PARTY 2018

Council to consider creating a working party to plan the decorations for December 2018 in line with an agreed budget of £2000.

19. HEALTH AND SAFETY

For information : As part of the review of our recycling and waste services which has been initiated by the Clerk, it has been found that we require a Waste Carrier Licence, which is free, but we have to be registered. This has been actioned. Notice attached for information. The ground staff must carry a copy in their vehicle. **ATTACHED**

20. RECREATION AND PLAY AREA COMMITTEE

Council to consider formulating a consultation strategy for potential refurbishment of Venture Play Park. Play Area Committee Minute ref : 06/18a.

21. FOR INFORMATION

- a) CRPE Wiltshire and Hills Best Kept Village competition – **ATTACHED**
- b) HERIC magazine available for anyone who wishes to view.
- c) Dragonfly – Magazine available for anyone who wishes to view.
- d) Councillors Briefing Note 340 Impact on Universal Credit for Wiltshire Council tenants
ATTACHED

22. EXCLUSION OF PUBLIC AND PRESS

In view of the fact that Publicity would prejudice the public interest by reason of the confidential nature arising out of the business to be transacted in accordance with LGA 1972, Sch 12, para 10(2) (b) and 26 (2) (b). Members of the Public and Press are asked to withdraw.

23. LAND PURCHASE

- a) For information : Councils terms and conditions of purchase were accepted - please find attached revision which has been agreed by our solicitors. Sale process now being chased.
ATTACHED
- b) Purton Tennis Club – discuss lease options for land at Cemetery. Clerk to advise.

24. COUNCILLOR CONDUCT

Chairman to lead conversation on meeting with Councillor regarding his conduct and the impact on the Council and its finances. Council to consider the information contained in the attached letter and propose its ratification. **ATTACHED**

25. PURTON PARISH COUNCIL AS TRUSTEE TO THE INSTITUTE AND VILLAGE HALL, WAR MEMORIAL AND VILLAGE CENTRE AND PLAY CLOSE CHARITIES

Council to consider the attached basic action plan for review and implementation if agreed. Discussion led by the Chairman of Council. **ATTACHED**

26. STAFF HOLIDAY REQUEST

To consider a request from a member of staff for extended 1 month annual leave. **ATTACHED**